



EARL SHILTON TOWN COUNCIL

Notice is hereby given that a meeting of **Earl Shilton Town Council (Full Council)** will be held on **Monday 08 November 2021** at the **Independent Chapel, 89 High St., Earl Shilton, LE9 7LR**, starting at **7.30pm** for the transaction of the business detailed on the agenda below. Members of the Full Council are legally summoned to attend please. The public and media are cordially invited to attend but will be excluded from any items declared as *confidential* within the meaning of the Public Bodies (admissions to meetings) Act 1960.

ME Jackson
Town Clerk
21, Wood Street
Earl Shilton LE9 7NE
01455 843386

Dated: 03 November 2021

AGENDA (website <https://www.earlshiltontc.org.uk>)

- 21/112** Chairman's welcome and opening remarks.
- 21/113** To receive apologies for Town Cllr Member absence.
- 21/114** Declarations of interests. To receive disclosures of member's interests, i.e. the existence and the nature of those interests in respect of items on this agenda.
- 21/115** To receive and approve as a true record the minutes of the Full Council meeting held on Monday 11 October 2021.
- 21/116** Public Participation:
 - a. Public speaking protocol – requests received by the protocol deadline to be submitted to the Clerk with details of the agenda item they wish to address/relate to.
 - b. That the meeting be adjourned to allow members of the public to make representation about items that are not on the agenda (*Electors' Time*).
- 21/117** ESTC declared *casual vacancy* for the Townlands Ward seat. To note electors have not called for a by-election and the unsolicited application by a resident to be co-opted onto the Town Council by Town Cllr vote.
- 21/118** To note and receive any reports from County and Borough Cllrs.
- 21/119** To receive any form of Neighbourhood Police report pertaining to Earl Shilton including the local Beat Team report for October dated November 2021.
 - a. Beat Team monthly Newsletter.
 - b. Other/late relevant items.

- 21/120** To note and receive any reports from *member* representatives to recent (remote/virtual) non-Town Council outside bodies, meetings, events or working parties excluding Police reports, *private session* reports and the Town Team Working Group (TTWGp) including relevant late items received since this agenda was published.
- 21/121** To invite/nominate member representatives to attend meetings/events that are not Town Council initiated including online and late relevant invitations too.
- a. 02 Dec 21 - Borough Council (HBBC): hybrid Borough, Parish & Town forum.
 - b. Late items.
- 21/122** To receive minutes, draft minutes (02 Nov 21) and or a verbal report on Leisure, Parks, Cemetery and Open Spaces (LPCOS) Cttee meetings or business of interest and possible concern plus any immediate recommendations for spending from the annual budget or *Reserves*.
- 21/123** To receive minutes, draft minutes (02 Nov 21), and or verbal report from the a Member of the Events Cttee regarding recent actual events and plans for future ones.
- 21/124** Correspondence received including relevant late items received.
- a. Email from Citizens Advice Leicestershire Chief Executive dated 14 Oct 21.
 - b. Invitation to the opening of the Newton Fallowell office Wood St (new business).
 - c. VAT on sports & leisure facilities – request to contribute to legal appeal fund to exempt such activities from VAT charges.
 - d. Late relevant items.
- 21/125** To receive the Town Clerk's Finance Report including late relevant items.
- a. RBS monthly accounts for Chairman's signature to be approved to confirm as a true record, the Town Council's financial position as at 31 Oct 21.
 - b. Commencement of Interim Internal Audit – FY 2021/22.
 - c. Appointment of a Town Cllr signatory to all accounts and financial instruments – Cllr Mrs A Burton.
 - d. Late relevant items.
- 21/126** To receive the Town Clerk's *general* report including relevant late items received since this agenda was published.
- 21/127** Planning applications/correspondence received as a Town Council 'consultee' from HBBC, adjacent Districts and or LCC as *Local* or *County* Planning Authorities. Also to:
- a. Note a Planning Cttee Chairman's verbal and or written reports and possibly, discuss and receive non-private session items from the Planning Cttee; e.g. a verbal/written report from any Planning Cttee meeting (08 Nov 21) or communications, especially regarding major or controversial applications concerning the Town.
 - b. Relevant late applications/et al received since the Cttee agenda was set.

21/128 To note and receive the draft minutes of the Finance & Policy Working Party (Fin & Pol WP) held on Mon 25 Oct 21 including recommendations to Full Council including amendments to ESTC:

- Standing Orders.
- Financial Regulations.
- The Corporate Risk Assessment.
- The Staff HR Handbook.

21/129 To note and receive the draft minutes of the Business & Volunteer Community Group Working Party (B&VCGp WP) held on Mon 25 Oct 21 including recommendations to Full Council.

Confidential Items – in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the press and public will be excluded from the agenda items below by reason of the confidential nature of the business to be discussed and will be requested to withdraw. Members will resolve to go into Private Session.

21/130 Planning and Town Team Working Group (TTWGp) matters which should be heard in private session:

To consider the issues/updates from the Chairman/Town Clerk/Members or others regarding the:

- a. The *Premises projects* – Library Office facility and public toilet – update and outline plan and costs for Office move, i.e.
 - Detailed sunk costs – share of preparation works.
 - Contract to open the Library public toilet with effect from 01 Dec 21.
 - Order Office furniture through HBBC as detailed and costed.
 - Consider 3 commercial in confidence tenders for Office Information Systems based on a 3 year contract.
- b. ES Sustainable Urban Extension (ES-SUE) access road options document – price/valuation(s) and terms.
- c. Hinckley National Rail Freight Interchange (HNRFI) – Blaby District Council (BDC) '*Position Statement*' dated October 2021.
- d. Late relevant confidential items received since this agenda was set.

21/131 Staffing Cttee issues including relevant late items received since this agenda was published.

- a. Employment Appeals Tribunal (EAT), London, Thurs 04 Nov 21. Briefing from the Chairman as an attendee observer and result if known.
- b. Late relevant items.

Last Item.

